

✓ 13358
Howell, X George E. Ensign I-V(S) USNR

✓ 13359
Hubbard, / Lafayette P. Lt. jg I-V(S) USNR

(Jackets Attached)

Applicant's letter is addressed to
Sec Nav via Hydro, BuNav and
Special Assistant to Sec Nav.

Hydro endorsed to SecNav via BuNav.

I believe this communication should
be forwarded to SecNav rather
than returned to writer because it
was so addressed.

Suggest endorse: Forwarded. Lieutenant
(jg) Hubbard executed the acceptance
and oath of office as a Lieutenant (jg),
1-V(3), USNR on (date) . In view
of this fact, no action can be taken
on his request for waiver of age
in order that his rank may be
readjusted.

(Where have these papers been hiding
since October 8, 1941 (5 months)?)

DATE

FROM	TO	TO
<input type="checkbox"/> PERS. CHIEF OF BUREAU	<input type="checkbox"/>	<input type="checkbox"/> 41 STANDARDS AND CURRICULUM
<input type="checkbox"/> 00 ADM. AIDE TO CHIEF OF BUREAU	<input type="checkbox"/>	<input type="checkbox"/> 42 ADMINISTRATION
<input type="checkbox"/> 0 AIDE TO CHIEF OF BUREAU	<input type="checkbox"/>	<input type="checkbox"/> 43 TRAINING AIDS
<input type="checkbox"/> 1 THE DEPUTY CHIEF OF BUREAU	<input type="checkbox"/>	<input type="checkbox"/> 5 WELFARE
<input type="checkbox"/> 1A ASST. CHIEF OF BUREAU (Plans)	<input type="checkbox"/>	<input type="checkbox"/> 51 SPECIAL SERVICES
<input type="checkbox"/> 1B ASST. CHIEF OF BUREAU (Operations)	<input type="checkbox"/>	<input type="checkbox"/> 52 CORRECTIVE SERVICES
<input type="checkbox"/> 1C ASST. CHIEF OF BUREAU (Trng and Welfare)	<input type="checkbox"/>	<input type="checkbox"/> 53 DEPENDENTS' WELFARE
<input type="checkbox"/> 1D ASST. CHIEF OF BUREAU (Nav. Reserve)	<input type="checkbox"/>	<input type="checkbox"/> 6 ENLISTED PERSONNEL
<input type="checkbox"/> 11 MANAGEMENT ADVISOR & ADMIN. OF.	<input type="checkbox"/>	<input type="checkbox"/> 62 RECRUITING AND INDUCTION
<input type="checkbox"/> 112 BUREAU PERSONNEL	<input type="checkbox"/>	<input type="checkbox"/> 63 ENLISTED DISTRIBUTION
<input type="checkbox"/> 113 BUREAU SERVICES	<input type="checkbox"/>	<input type="checkbox"/> 65 ENLISTED PERFORMANCE
<input type="checkbox"/> 1135 MAIL AND GENERAL FILES	<input type="checkbox"/>	<input type="checkbox"/> 7 CHAPLAINS
<input type="checkbox"/> 14 BUREAU COUNSEL	<input type="checkbox"/>	<input type="checkbox"/> 81 TRANSPORTATION
<input type="checkbox"/> 15 RESEARCH	<input type="checkbox"/>	<input type="checkbox"/> 82 RECORDS
<input type="checkbox"/> 151 TEST AND RESEARCH	<input type="checkbox"/>	<input type="checkbox"/> 822 TABULATED RECORDS
<input type="checkbox"/> 152 OFFICER BILLET ANALYSIS	<input type="checkbox"/>	<input type="checkbox"/> 823 OFFICER PERSONNEL FILES
<input type="checkbox"/> 153 ENLISTED BILLET ANALYSIS	<input type="checkbox"/>	<input type="checkbox"/> 824 ENLISTED PERSONNEL FILES
<input type="checkbox"/> 154 FIELD RESEARCH	<input type="checkbox"/>	<input type="checkbox"/> 826 NAVAL ACADEMY
<input type="checkbox"/> 17 WOMEN'S RESERVE	<input type="checkbox"/>	<input type="checkbox"/> 827 MISC. RECORDS
<input type="checkbox"/> 18 PUBLIC INFORMATION	<input type="checkbox"/>	<input type="checkbox"/> 9 DEMOBILIZATION
<input type="checkbox"/> 19 CONGRESSIONAL LIAISON	<input type="checkbox"/>	<input type="checkbox"/> 91 PLANNING
<input type="checkbox"/> 2 PLANNING AND CONTROL	<input type="checkbox"/>	<input type="checkbox"/> 92 FIELD SERVICE
<input type="checkbox"/> 21 PLANS AND OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/> 93 CIVIL READJUSTMENT
<input type="checkbox"/> 22 FINANCE AND MATERIAL	<input type="checkbox"/>	<input type="checkbox"/> 94 INFORMATION
<input type="checkbox"/> 3 OFFICER PERSONNEL	<input type="checkbox"/>	<input type="checkbox"/> 95 CENTRAL CONTROL
<input checked="" type="checkbox"/> 31 21 OFFICER DISTRIBUTION	<input type="checkbox"/>	
<input checked="" type="checkbox"/> 32 5 OFFICER PERFORMANCE	<input type="checkbox"/>	
<input type="checkbox"/> 36 OFFICER PROCUREMENT	<input type="checkbox"/>	
<input type="checkbox"/> 4 TRAINING	<input type="checkbox"/>	

☐ For Appropriate Action ☐ For Signature ☒ For Recommendation ☐ For Comment
☐ For Your Information ☐ For Information Upon Which to Base a Reply
☐ Please See Me in Regard to This ☐ If This Meets With Your Approval, Please Initial Copy
☐ For Preparation of Reply for Signature of—

DISPOSITION OF MATERIAL:

☐ RETURNED FOR YOUR FILE

☐ FORWARD FOR SIGNATURE

☐ PLEASE RETURN TO SENDER

REMARKS:

Recommend accept
 my resignation
 Also recommend that my four
 paragraphs be returned

This form should be attached to all letters, papers, or documents sent from one office in the Bureau to another by the regular mail service, unless enclosed in an addressed envelope.

This form should not be attached to letters, etc., which are signed and ready for release by the Mail Section.

After use, the form should be retained in file only if notes or decisions have been entered thereon.

Forward to the Assistant Chief of Bureau all letters for the signature of the Secretary of the Navy, the Under Secretary of the Navy, or the Assistant Secretary of the Navy.

Forward to Pers. 18 for clearance and release all material originating within the Bureau for the use of the Navy Department, Office of Public Information.

Forward to Congressional Correspondence Review Unit, Pers. 194, all written communications with any Member of Congress originating in the Bureau.

Forward to the Planning and Control Division for clearance and release or for preparation of the reply:

1. All material originating in the Bureau involving matters of policy, whether or not more than one division is involved.
2. All reports and statistics originating in the Bureau for the use of other Bureaus, Departments, etc.

When papers are to be routed to more than one office, check the box at the right-hand margin opposite each of the offices to which the papers are to be sent. If a particular order of routing is desired, place numbers indicating the sequence alongside of the checked boxes. An officer who reviews the papers will place his initials on the line with the checked box which will indicate to the Mail Section that the papers should be delivered to the office next indicated. No additional routing slip need be attached.

NAVY DEPARTMENT
BUREAU OF NAVIGATION

Date 9 Sept, 19

This slip is to be fastened securely to correspondence and will remain attached after filing. (See Art. 38, Chap. VI, Organization, Order and Instruction Book.)

DO NOT DETACH

Routine ☐

Urgent ☐

From— To—

- ☐ Nav. Chief of Bureau.....☐
- ☐ Nav. 1 Assistant Chief of Bureau.....☐
- ☐ Nav. 0 Aide to Chief of Bureau.....☐
- ☐ Nav. 7 Chaplain.....☐
- ☐ Nav. 2 Chief Clerk.....☐
- ☐ Nav. 5 Discipline.....☐
- ☐ Nav. 6 Enlisted Personnel.....☐
- ☐ Nav. 12 Hydrographer.....☐
- ☐ Nav. 8 Mail and Files.....☐
- ☐ Nav. 11 Naval Observatory.....☐
- ☐ Nav. 4 Naval Academy.....☐
- ☒ Nav. 3 Officer Detail.....☐
- ☐ Nav. 32 Officer Records.....☐
- ☐ Nav. 10 Planning.....☐
- ☐ Nav. 16 Reserve.....☒
- ☐ Nav. 14 Training.....☐
- ☐ Nav. 13 Transportation.....☐
- ☐ Fleet Training.....☐
- ☐

- ☐ For comment, ☐ recommendation, ☐ and return.
- ☒ For appropriate action.
- ☐ For appropriate action. Please let me know when action taken.
- ☐ For information; please return.
- ☐ For information. Copies have been sent to divisions interested.

For preparation of reply for signature of:

- ☐ Secretary of the Navy.
- ☐ Assistant Secretary of the Navy.
- ☐ Chief of Naval Operations.
- ☐ Chief of Bureau.
- ☐ Assistant Chief of Bureau.
- ☐ For signature; please return.
- ☐ If this meets with your approval please initial *copy* and return.
- ☐ Please circulate among the officers or employees of your division (or section) and return—retain—destroy.
- ☐ Please see me in regard to this.
- ☐ Please send me previous correspondence.
- ☐ Retain, destroy, or send to general files.
- ☐ Returned.
- ☐
- ☐
- ☐

address

3038 P St N.W.

Wash D.C.

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- ☐ Nav. 4 Naval Academy.....☐
- ☒ Nav. 3 Officer Detail.....☐
- ☐ Nav. 32 Officer Records.....☐
- ☐ Nav. 10 Planning.....☐
- ☐ Nav. 16 Reserve.....☒
- ☐ Nav. 14 Training.....☐
- ☐ Nav. 13 Transportation.....☐
- ☐ Fleet Training.....☐
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- ☐ Returned.
- ☐
- ☐
- ☐

Not on active duty

address

3038 P St N.W.

Wash D.C.

Author

16-15870